

Index - Format for Captive Application

A. Organizational Documents

Shall include:

1. Charter and/or Articles of Organization
2. Bylaws

May include:

3. Additional statutorily required documents

B. Captive Application

1. TDCI application
2. Additional:
 - a. Application fee of \$675
 - b. Copy of Company's formation registration with the Tennessee Secretary of State
 - c. A feasibility study by an approved actuary
 - d. Biographical affidavits for officers and directors
 - i. NAIC Form 11 for Risk Retention Groups - <http://www.tn.gov/insurance/captive/forms.shtml>
 - ii. TN Biographical Affidavit for all Others - <http://www.tn.gov/insurance/captive/documents/BiographicalAffidavit.pdf>
 - e. If applicant is an Association Captive, give history, purpose, size, and other details of parent association
 - f. A list all other providers and their responsibilities together with how fees for services rendered are to be charged
 - g. Detailed Plan of Operation with supporting data including:
 - i. Overview of related party insured's history, purpose for forming a captive, and expertise of officers and directors
 - ii. Risks to be insured - direct, assumed, and ceded - by line of business
 - iii. Fronting company if operating as a reinsurer
 - iv. Expected net annual premium income
 - v. Maximum retained risk (per loss and annual aggregate)
 - vi. Rating program
 - vii. Reinsurance program (including contracts)
 - viii. Organization and responsibility for loss prevention and safety including the main procedures followed and steps taken to deal with events prior to possible claims
 - ix. Loss experience for past five (5) years together with projections for the ensuing five years
 - x. Organization chart
 - xi. Financial projections on an "expected" and "worse case" scenario
 - xii. Any relevant additional information provided by the applicant (e.g. redomestications to include prior examination reports, certificate of good standing in current domicile, etc.)